

## BOARD MEETING REPORT – 26 FEBRUARY 2014

### 1. **Declarations of Interest**

There were no conflicts of interest declared.

### 2. **IMB Updates (such as changes to legislation, competencies, terms of reference)**

It was approved that the IMB undertake the licensing role relating to clinical trials, as referred to in Article 12(3)(j) of Directive 2001/82, as requested by the Department of Agriculture, Food and the Marine.

### 3. **Chief Executive's Report**

The Chief Executive highlighted a number of points emphasising that the organisation has commenced 2014 with a strong performance across all departments. It was noted that in line with the renaming of the organisation, to the Health Products Regulatory Authority (HPRA), there would be a launch ceremony in early July. The Board reviewed and approved proposed HPRA signage for the exterior and interior. To support the rebrand the website is to be upgraded, which is well underway.

It was noted that a visiting inspector from the Japanese regulator was hosted by the IMB for a four week period. It is hoped a reciprocal visit will take place in due course.

The IMB continued its sponsorship of the Young Scientist's Exhibition in January 2014 which was well received.

It was noted that a new multi-functional HR IT system is currently being tested to be integrated fully throughout the organisation in April 2014. The Board noted that the second Leadership and Development Programme, which is externally accredited, has commenced.

### 4. **Status Report and Strategic Objectives 2013**

An overview was provided of the IMB's achievements for 2013 against five high level goals as outlined in the IMB Strategic Plan 2011-2015. The goals are to:

- (1) Enhance healthcare product safety and patient outcomes by effective risk management and market surveillance.
- (2) Deliver clear, relevant and timely communications to patients, consumers and healthcare professionals.
- (3) Improve service delivery within a high quality, risk-based regulatory framework,
- (4) Influence legislation and policy development at European and international levels for the benefit of public and animal health.
- (5) Build future capabilities to meet evolving regulatory requirements, and scientific and technological advances.

The report was commended. It was proposed that the document would benefit from more focus if a traffic light system was employed, which was agreed.

**5. Board Appointments**

It was noted that since the expiration of the terms of office of four Board members on 31 December 2013 only five Board members remained. The Minister for Health is currently reviewing a list of names for the vacant positions.

**6. Financial**

The management accounts for November and December 2013 were approved by the members.

**7. Licensing Activities**

Tables of Licenses from 13/12/13 to 14/2/14

The Board noted the above tables specifying the licences approved by the Management Committee.

**8. Board Meeting Dates 2014**

The Board noted the meeting dates for 2014. It was agreed that the 9 April meeting date may have to be changed in the event that the four Board members were not appointed before the end of March.